

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - SELF-INSURANCE INTERNAL SERVICE FUND

FUND NO.: 615

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
Budgeted revenues:					
Group life insurance - employee contribution	\$168,980	\$165,730	\$167,620	\$176,560	\$183,630
Group life insurance - City contribution	133,297	97,110	114,750	120,000	131,460
Group Life-interest earnings	313,402	234,780	227,730	185,770	185,770
Group Life-investments	2,735	0	0	0	0
Group health insurance - employee contribution	2,448,546	3,599,800	2,600,840	2,935,640	3,522,770
Group health insurance - City contribution	5,072,091	5,326,530	5,207,900	6,434,850	7,721,810
Group health insurance - City contribution (retirees)	61,000	61,000	0	0	0
Group health-interest earnings	35,695	21,700	25,020	72,340	72,340
Group health transfer in	0	0	801,620	0	0
Workers' compensation - City contribution	913,812	1,224,000	1,224,000	1,591,000	1,441,000
Workers' comp-interest earnings	224,037	152,670	152,670	155,320	155,320
Reimbursed expenditures - Workers' compensation	0	89,000	0	0	0
General liability - City contribution	1,166,186	1,360,800	1,460,800	1,724,970	1,724,970
General liability-interest earnings	113,638	79,150	79,150	79,650	79,650
Safety incentive program	0	0	0	60,000	60,000
Total budgeted revenues	10,653,419	12,412,270	12,062,100	13,536,100	15,278,720
Budgeted expenditures:					
Group life insurance	291,493	521,090	521,090	571,090	571,090
Group life transfer out	0	0	801,620	0	0
Group health insurance	6,954,584	8,987,330	7,816,840	9,378,040	11,231,580
Workers' compensation	1,702,831	1,516,290	1,514,720	1,849,690	1,849,690
Workers' comp transfer out	500,000	0	0	0	0
General liability	898,814	1,819,230	1,918,610	2,773,220	2,784,030
General liability transfer out	10,000	0	0	0	0
Total budgeted expenditures	10,357,722	12,843,940	12,572,880	14,572,040	16,436,390
Budgeted income (loss)	295,697	(431,670)	(510,780)	(1,035,940)	(1,157,670)
Increase (decrease) in retained earnings	295,697	(431,670)	(510,780)	(1,035,940)	(1,157,670)
Retained earnings January 1	6,257,528	6,257,528	6,553,225	6,042,445	5,006,505
Retained earnings December 31	\$6,553,225	\$5,825,858	\$6,042,445	\$5,006,505	\$3,848,835

Notes:

Due to the 130% stop loss in the Blue Select health insurance program, there is an exposure to additional health expenses of \$1,358,450 for 1991, and \$1,597,140 for 1992.

A transfer (\$801,620) within the Self-Insurance fund will occur in 1991 between the Group Life and Group Health insurance accounts. This transfer is not included as an expenditure on the Group Life detail page.

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03/04 - FINANCE/LAW

COMBINED DETAIL SUMMARY

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	94,522	173,270	100,360	128,130	128,130
120 Special Salaries	297,321	215,460	295,130	306,560	306,560
130 Overtime	4,484				
140 Employee Benefits	344,878	340,850	331,900	428,560	428,560
SUBTOTAL PERSONAL SERVICES	741,205	729,580	727,390	863,250	863,250
210 Utilities	1,043				
220 Communications	2,011	1,230	1,230	1,510	1,530
230 Transportation and Training	2,633	4,840	4,840	4,840	4,840
240 Insurance	7,302,390	10,209,580	9,039,090	10,712,760	12,581,260
250 Professional Fees	1,220,984	812,950	912,950	1,042,010	1,042,010
260 Data Processing		14,200	14,200	17,200	16,030
270 Equipment Contractuals	2,270	600	600	1,920	1,920
280 Building and Grounds Contractuals	104,685				
290 Other Contractuals	94,605	109,820	109,820	109,820	109,820
SUBTOTAL CONTRACTUAL SERVICES	8,730,621	11,153,220	10,082,730	11,890,060	13,757,410
310 Office Supplies	1,495	5,190	5,190	4,640	4,640
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	5,458				
350 Materials	35				
360 Equipment Supplies	84				
370 Building Parts	28,559				
380 Non-Capitalizable Equipment	474				
390 Other Commodities	85,053			60,000	60,000
SUBTOTAL COMMODITIES	121,158	5,190	5,190	64,640	64,640
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment	667	3,000	3,000	3,000	
SUBTOTAL CAPITAL OUTLAY	667	3,000	3,000	3,000	
510 Interfund Transfers	510,000				
520 Debt Service					
530 Other Non-Operating Expenses	253,766	446,950	446,950	745,090	745,090
540 Other	35,085	506,000	506,000	1,006,000	1,006,000
SUBTOTAL OTHER	798,851	952,950	952,950	1,751,090	1,751,090
TOTAL	10,392,502	12,843,940	11,771,260	14,572,040	16,436,390

SELF-INSURANCE SUMMARY

The Self-Insurance Fund includes the following activities: General Liability - Safety Office, Risk Management, and Tort Management (employee liability, property damage, and tort liability); Workers' Compensation; Group Health; and Life Insurance.

Budget Highlights

A shift in choice of health care providers by employee subscribers will impact health insurance revenues and expenditures in 1992. During 1990, 60.2% of employees utilized Equicor services and 39.8% Blue Cross/Blue Shield. Enrollment during 1991 reflects 28.7% with Equicor and 72.3% with Blue Cross/Blue Shield. Lower Blue Cross/Blue Shield premiums, compared to Equicor, caused the impact. This change in plans will be offset by a projected 20% increase in health insurance rates.

- ° Legal services required to defend the City under its self-insurance program will require an additional \$250,000 in 1992.
- ° The projected amounts for health insurance do not include annual "stop loss" requirements for all categories of participants. The additional exposure is \$1,597,140 for 1992. A \$800,000 transfer from the Group Life account will be added to cash reserves for funding support.
- ° An additional Safety Analyst (funded by the Water & Sewer utilities) and a \$60,000 Safety Incentive Program are proposed in 1992.
- ° An increase of \$150,000 (10.2%) is budgeted for 1992 Workers' Compensation rates.
- ° Life insurance coverage increases will offset savings realized from lower than anticipated Group Life insurance claims during 1991.

Budget Summary

	<u>1990 Actual</u>	<u>1991 Adopted</u>	<u>1991 Revised</u>	<u>1992 Adopted</u>
Personal Services	\$741,205	\$729,580	\$727,390	\$863,250
Contractual Services	8,730,621	11,153,220	10,082,730	11,890,060
Commodities	121,158	5,190	5,190	64,640
Capital Outlay	667	3,000	3,000	3,000
Other	798,851	952,950	952,950	1,751,090
Total	<u>\$10,392,502</u>	<u>\$12,843,940</u>	<u>\$11,771,260</u>	<u>\$14,572,040</u>

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 07 - GENERAL LIABILITY - SAFETY OFFICE

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	35,220	31,320	34,860	61,720	61,720
120 Special Salaries					
130 Overtime					
140 Employee Benefits	4,251	8,210	8,800	16,800	16,800
SUBTOTAL PERSONAL SERVICES	39,471	39,530	43,660	78,520	78,520
210 Utilities					
220 Communications	272	230	230	460	460
230 Transportation and Training					
240 Insurance					
250 Professional Fees	1,845	50	50	50	50
260 Data Processing		2,200	2,200	5,200	3,790
270 Equipment Contractuals	703	300	300	1,620	1,620
280 Building and Grounds Contractuals					
290 Other Contractuals	1,055	660	660	660	660
SUBTOTAL CONTRACTUAL SERVICES	3,875	3,440	3,440	7,990	6,580
310 Office Supplies	441	900	900	900	900
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES	441	900	900	900	900
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment	667	3,000	3,000	3,000	
SUBTOTAL CAPITAL OUTLAY	667	3,000	3,000	3,000	
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER					
TOTAL	44,454	46,870	51,000	90,410	86,000

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 07 - GENERAL LIABILITY - SAFETY OFFICE

This section analyzes accident data, issues safety recommendations, handles liability claims in conjunction with the Law Department and Insurance Carrier, and conducts safety inspections and training.

POSITION TITLE	POSITIONS			1992 EMPLOYMENT RANGE	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
	1990 RVSD	1991 RVSD	1992 ADOPTED					
Safety Coordinator	1	1	1	629	31,320	34,580	35,790	35,790
Safety Analyst	0	0	1	626	0	0	25,740	25,740
Subtotal	1	1	2		31,320	34,580	61,530	61,530
ADD: Longevity					0	170	190	190
EMT Pay					0	110	0	0
TOTAL	1	1	2		31,320	34,860	61,720	61,720

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
 DEPARTMENT: 03 - FINANCE
 DIVISION: 02 - FINANCIAL MANAGEMENT
 SECTION: 02 - CENTRAL ACCOUNTING
 ACTIVITY: 03 - WORKERS' COMPENSATION

The workers' compensation activity is responsible for review of Employer's Report of accident, maintaining all injury leave and paid medical files, filing all appropriate forms to Topeka, verifying all charges that are injury-related, processing all payments, mailing checks to designated attorneys, and processing payments on all settlements per City attorney instructions. The salaries for one part-time attorney position (\$34,140:1991; \$35,340:1992) and one Account Clerk III position (\$25,640:1991; \$26,550:1992) are charged to the activity in 1991.

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	20,081	58,820	25,640	26,550	26,550
120 Special Salaries	297,321	215,460	249,600	259,420	259,420
130 Overtime					
140 Employee Benefits	330,502	311,740	309,210	397,200	397,200
SUBTOTAL PERSONAL SERVICES	647,904	586,020	584,450	683,170	683,170
210 Utilities					
220 Communications	68				
230 Transportation and Training	98				
240 Insurance	132,059	183,750	183,750	192,940	192,940
250 Professional Fees	844,207	647,900	647,900	874,960	874,960
260 Data Processing		6,000	6,000	6,000	6,000
270 Equipment Contractuals	42				
280 Building and Grounds Contractuals					
290 Other Contractuals	76,838	92,620	92,620	92,620	92,620
SUBTOTAL CONTRACTUAL SERVICES	1,053,312	930,270	930,270	1,166,520	1,166,520
310 Office Supplies					
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities	1,615				
SUBTOTAL COMMODITIES	1,615				
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers	500,000				
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER	500,000				
TOTAL	2,202,831	1,516,290	1,514,720	1,849,690	1,849,690

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 04 - GROUP HEALTH

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries					
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES					
210 Utilities					
220 Communications					
230 Transportation and Training					
240 Insurance	6,953,234	8,979,230	7,808,740	9,370,490	11,224,030
250 Professional Fees					
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals	1,350	1,350	1,350	1,350	1,350
SUBTOTAL CONTRACTUAL SERVICES					
	6,954,584	8,980,580	7,810,090	9,371,840	11,225,380
310 Office Supplies		750	750	200	200
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES					
		750	750	200	200
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other		6,000	6,000	6,000	6,000
SUBTOTAL OTHER					
		6,000	6,000	6,000	6,000
TOTAL					
	6,954,584	8,987,330	7,816,840	9,378,040	11,231,580

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 05 - GENERAL LIABILITY - RISK MANAGEMENT

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	39,221	48,990	39,860	39,860	39,860
120 Special Salaries			11,390	11,800	11,800
130 Overtime	246				
140 Employee Benefits	9,368	12,550	10,840	11,310	11,310
SUBTOTAL PERSONAL SERVICES	48,835	61,540	62,090	62,970	62,970
210 Utilities	1,043				
220 Communications	1,671	950	950	1,000	1,020
230 Transportation and Training	1,567	2,340	2,340	2,340	2,340
240 Insurance	125,656	896,600	896,600	999,330	1,014,290
250 Professional Fees	12,993	10,000	10,000	12,000	12,000
260 Data Processing		6,000	6,000	6,000	6,240
270 Equipment Contractuals	1,197				
280 Building and Grounds Contractuals	104,685				
290 Other Contractuals	3,736	3,810	3,810	3,810	3,810
SUBTOTAL CONTRACTUAL SERVICES	252,548	919,700	919,700	1,024,480	1,039,700
310 Office Supplies	26	2,210	2,210	2,210	2,210
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	5,348				
350 Materials	35				
360 Equipment Supplies	84				
370 Building Parts	28,559				
380 Non-Capitalizable Equipment	392				
390 Other Commodities	83,351			60,000	60,000
SUBTOTAL COMMODITIES	117,795	2,210	2,210	62,210	62,210
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers	10,000				
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other		500,000	500,000	1,000,000	1,000,000
SUBTOTAL OTHER	10,000	500,000	500,000	1,000,000	1,000,000
TOTAL	429,178	1,483,450	1,484,000	2,149,660	2,164,880

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 05 - GENERAL LIABILITY - RISK MANAGEMENT

The goal of the risk management function is to provide for efficient management and a reduction of risks to which the city and its employees are or may be exposed. This section also oversees the City's vehicle liability and building and contents insurance programs. The deductible portion of the buildings and contents insurance coverage is paid from the Self Insurance Fund. The deductible is \$100,000 per occurrence and \$200,000 aggregate.

POSITION TITLE	POSITIONS			1992 EMPLOYMENT RANGE	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
	1990 RVSD	1991 RVSD	1992 ADOPTED					
Risk Manager	1	1	1	009	37,600	39,860	39,860	39,860
Subtotal	1	1	1		37,600	39,860	39,860	39,860
Seas. & Part-time Posit. Secretary (1/2 CDBG)	1	1	1	618	11,390	11,390	11,800	11,800
Subtotal	1	1	1		11,390	11,390	11,800	11,800
TOTAL	2	2	2		48,990	51,250	51,660	51,660

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
SECTION: 06 - GROUP LIFE

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries					
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES					
210 Utilities					
220 Communications					
230 Transportation and Training					
240 Insurance	91,441	150,000	150,000	150,000	150,000
250 Professional Fees	9,283	15,000	15,000	15,000	15,000
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals	5,120	5,090	5,090	5,090	5,090
SUBTOTAL CONTRACTUAL SERVICES	105,844	170,090	170,090	170,090	170,090
310 Office Supplies	298	750	750	750	750
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment	82				
390 Other Commodities	87				
SUBTOTAL COMMODITIES	467	750	750	750	750
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	185,182	350,250	350,250	400,250	400,250
540 Other					
SUBTOTAL OTHER	185,182	350,250	350,250	400,250	400,250
TOTAL	291,493	521,090	521,090	571,090	571,090

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 615 - SELF INSURANCE
DEPARTMENT: 04 - LAW
DIVISION: 10 - CITY ATTORNEY'S OFFICE
SECTION: 02 - GENERAL LIABILITY - TORT MANAGEMENT

The Self-Insurance Tort Liability (Law) section provides payment and administration of claims under K.S.A. 75-6101 et seq. This section pays for personal services and other expenditures in relation to investigation, settlement, and litigation of claims. Defense of suits brought against City officers and employees is usually supported by this section, since most of these actions fall under the Tort Claims Act. The salary (\$34,140) for one part-time attorney position (Law Department) is charged to this budget in 1991. Additional legal services are budgeted as professional fees.

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries		34,140			
120 Special Salaries			34,140	35,340	35,340
130 Overtime	4,238				
140 Employee Benefits	757	8,350	3,050	3,250	3,250
SUBTOTAL PERSONAL SERVICES	4,995	42,490	37,190	38,590	38,590
210 Utilities					
220 Communications		50	50	50	50
230 Transportation and Training	968	2,500	2,500	2,500	2,500
240 Insurance					
250 Professional Fees	352,656	140,000	240,000	140,000	140,000
260 Data Processing					
270 Equipment Contractuals	328	300	300	300	300
280 Building and Grounds Contractuals					
290 Other Contractuals	6,506	6,290	6,290	6,290	6,290
SUBTOTAL CONTRACTUAL SERVICES	360,458	149,140	249,140	149,140	149,140
310 Office Supplies	730	580	580	580	580
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	110				
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES	840	580	580	580	580
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	68,584	96,700	96,700	344,840	344,840
540 Other	35,085				
SUBTOTAL OTHER	103,669	96,700	96,700	344,840	344,840
TOTAL	469,962	288,910	383,610	533,150	533,150

CITY OF WICHITA 1992 / 1993 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - TELECOMMUNICATIONS INTERNAL SERVICE FUND

FUND NO. : 620

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
Budgeted revenues:					
Charges for services	\$382,365	\$315,020	\$296,070	\$296,070	\$349,070
Fees	0	0	0	0	0
Rentals	0	0	0	0	0
Interest	0	0	0	0	0
Bond proceeds	0	0	0	0	0
Other	0	0	50,000	50,000	50,000
Total budgeted revenues	382,365	315,020	346,070	346,070	399,070
Budgeted expenditures:					
Personal services	0	0	0	0	0
Contractual services	233,123	211,830	211,830	211,830	214,810
Materials and supplies	41,250	4,000	4,000	4,000	4,000
Principal - debt service	0	0	0	0	0
Interest - debt service	0	0	0	0	0
Capital outlay	0	0	0	0	0
Contingency	0	0	50,000	50,000	50,000
Other - cost of goods sold	86,289	0	0	0	0
Total budgeted expenditures	360,662	215,830	265,830	265,830	268,810
Budgeted income (loss)	21,703	99,190	80,240	80,240	130,260
Adjustments for GAAP reporting requirements:					
Depreciation	(127,104)	(127,104)	(126,770)	(117,984)	(117,890)
Bond proceeds	0	0	0	0	0
Debt service principal	0	0	0	0	0
Capital outlay	0	0	0	0	0
Total adjustments	(127,104)	(127,104)	(126,770)	(117,984)	(117,890)
Increase (decrease) in retained earnings	(105,401)	(27,914)	(46,530)	(37,744)	12,370
Retained earnings January 1	561,115	455,714	455,713	409,183	371,439
Retained earnings December 31	\$455,714	\$427,800	\$409,183	\$371,439	\$383,809
Revenue/expenditure coverage:					
Increase (decrease) in retained earnings	\$(105,401)	\$(27,914)	\$(46,530)	\$(37,744)	\$12,370
Add: Depreciation	127,104	127,104	126,770	117,984	117,890
Bond proceeds	0	0	0	0	0
Less: Debt service principal	0	0	0	0	0
Capital outlay	0	0	0	0	0
Revenues generated over (under) expenditure requirements	\$21,703	\$99,190	\$80,240	\$80,240	\$130,260

TELECOMMUNICATIONS SUMMARY

The Telecommunications Internal Service Fund is responsible for providing a quality City-owned telephone system to the City organization at the lowest possible cost. Telecommunications is an activity within the Department of Finance.

Budget Highlights

The adopted 1992 budget shows an increase of \$50,000 over the 1991 adopted budget. The increase is due to a contingency amount to accommodate any increased demand for services.

- ° Additional direct inward dialing trunk lines were installed in 1990 to meet the increased call demand on the Water and Municipal Court departments.
- ° Upgrading and updating of the telephone system will start in 1992 and be completed over a three-year period. The result will be a decrease in the annual operating costs.
- ° The rates were reviewed in 1991, and a new rate structure will take effect in 1993. The result will be full cost-recovery and accumulation of cash to provide for future system replacement.

Budget Summary

	<u>1990 Actual</u>	<u>1991 Adopted</u>	<u>1991 Revised</u>	<u>1992 Adopted</u>
Contractual Services	\$232,124	\$211,830	\$211,830	\$211,830
Commodities	6,326	4,000	4,000	4,000
Other	<u>86,289</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>
Total	<u>\$324,739</u>	<u>\$215,830</u>	<u>\$265,830</u>	<u>\$265,830</u>

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 620 - TELECOMMUNICATIONS
DEPARTMENT: 03 - FINANCE
DIVISION: 40 - PURCHASING
SECTION: 02 - TELECOMMUNICATIONS

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries					
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES					
210 Utilities					
220 Communications	143,040	148,800	148,800	148,800	151,780
230 Transportation and Training					
240 Insurance					
250 Professional Fees					
260 Data Processing					
270 Equipment Contractuals	54,751	61,380	61,380	61,380	61,380
280 Building and Grounds Contractuals					
290 Other Contractuals	34,333	1,650	1,650	1,650	1,650
SUBTOTAL CONTRACTUAL SERVICES	232,124	211,830	211,830	211,830	214,810
310 Office Supplies	63				
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	6,263	4,000	4,000	4,000	4,000
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES	6,326	4,000	4,000	4,000	4,000
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses			50,000	50,000	50,000
540 Other	86,289				
SUBTOTAL OTHER	86,289		50,000	50,000	50,000
TOTAL	324,739	215,830	265,830	265,830	268,810

CITY OF WICHITA 1992 / 1993 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - STATIONERY STORES INTERNAL SERVICE FUND

FUND NO. : 625

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
Budgeted revenues:					
Charges for services	\$902,365	\$496,400	\$505,970	\$580,970	\$580,970
Fees	0	0	0	0	0
Rentals	0	0	0	0	0
Interest	0	0	0	0	0
Bond proceeds	0	0	0	0	0
Other	0	0	50,000	50,000	50,000
Total budgeted revenues	902,365	496,400	555,970	630,970	630,970
Budgeted expenditures:					
Personal services	219,958	222,840	208,310	223,920	223,920
Employee compensation	0	0	0	0	8,960
Safety incentive program	0	0	0	100	100
Contractual services	160,066	181,260	181,260	181,590	181,820
Materials and supplies	114,942	131,450	126,050	133,650	135,960
Principal - debt service	0	0	0	0	0
Interest - debt service	0	0	0	0	0
Capital outlay	3,095		5,400		
Contingency	0	48,000	98,000	100,000	100,000
Other - cost of goods sold	430,645	0	0	0	0
Total budgeted expenditures	928,706	583,550	619,020	639,260	650,760
Budgeted income (loss)	(26,341)	(87,150)	(63,050)	(8,290)	(19,790)
Adjustments for GAAP reporting requirements:					
Depreciation	(11,153)	(10,000)	(9,960)	(6,780)	(6,720)
Gain (loss) on sale of assets	(4,330)	0	0	0	0
Debt service principal	0	0	0	0	0
Capital outlay	3,095	0	5,400	0	0
Total adjustments	(12,388)	(10,000)	(4,560)	(6,780)	(6,720)
Increase (decrease) in retained earnings	(38,729)	(97,150)	(67,610)	(15,070)	(26,510)
Retained earnings January 1	316,003	277,274	277,270	209,660	194,590
Retained earnings December 31	\$277,274	\$180,124	\$209,660	\$194,590	\$168,080
Revenue/expenditure coverage:					
Increase (decrease) in retained earnings	\$(38,729)	\$(97,150)	\$(67,610)	\$(15,070)	\$(26,510)
Add: Depreciation	11,153	10,000	9,960	6,780	6,720
Bond proceeds	0	0	0	0	0
Less: Debt service principal	0	0	0	0	0
Capital outlay	(3,095)	0	(5,400)	0	0
Revenues generated over (under) expenditure requirements	\$(30,671)	\$(87,150)	\$(63,050)	\$(8,290)	\$(19,790)

NOTES

STATIONERY STORES SUMMARY

The Stationery Stores Internal Service Fund is responsible for all print shop, binding work, copy machines, micrographics, facsimile services, handling of all Stationery Store (supplies), and processing outgoing mail. Stores is an activity within the Department of Finance.

Budget Highlights

The adopted 1992 budget shows an increase of \$55,610 over the 1991 adopted budget. The increase is attributable to a contingency amount to provide for any unexpected increases in demand or costs.

- The Print Shop acquired a new binding machine in 1991 which will decrease binding costs.
- In addition to the microfilming budget, an amount of \$50,000 is proposed to support City-wide microfilming efforts.
- Adjustments to the copying and printing rates are proposed to take effect in 1991. The new rate structure will provide full cost recovery.

Budget Summary

	<u>1990 Actual</u>	<u>1991 Adopted</u>	<u>1991 Revised</u>	<u>1992 Adopted</u>
Personal Services	\$219,958	\$222,840	\$208,310	\$223,920
Contractual Services	153,905	181,260	181,260	181,590
Commodities	112,801	131,450	126,050	133,650
Capital Outlay	3,095	0	5,400	0
Other	<u>417,605</u>	<u>48,000</u>	<u>98,000</u>	<u>100,000</u>
Total	<u>\$907,364</u>	<u>\$583,550</u>	<u>\$619,020</u>	<u>\$639,160</u>

CITY OF WICHITA 1992/93 ADOPTED BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE

COMBINED DETAILED SUMMARY

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	148,212	175,090	163,010	173,680	173,680
120 Special Salaries	20,988				
130 Overtime	1,812				
140 Employee Benefits	48,946	47,750	45,300	50,240	50,240
SUBTOTAL PERSONAL SERVICES	219,958	222,840	208,310	223,920	223,920
210 Utilities					
220 Communications	2,023	2,330	2,330	2,030	2,080
230 Transportation and Training	34	40	40	40	40
240 Insurance					
250 Professional Fees	170				
260 Data Processing	4,476	4,480	4,480	4,480	4,660
270 Equipment Contractuals	127,317	154,430	154,430	155,060	155,060
280 Building and Grounds Contractuals					
290 Other Contractuals	19,885	19,980	19,980	19,980	19,980
SUBTOTAL CONTRACTUAL SERVICES	153,905	181,260	181,260	181,590	181,820
310 Office Supplies	4,240	3,070	3,070	3,070	3,070
320 Clothing and Towels	71	70	70	70	70
330 Chemicals	2,406	3,280	3,280	3,280	3,280
340 Equipment Parts	5,477	11,370	11,370	12,020	12,020
350 Materials					
360 Equipment Supplies	100,537	113,600	108,200	115,150	117,460
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities	70	60	60	60	60
SUBTOTAL COMMODITIES	112,801	131,450	126,050	133,650	135,960
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment	3,095				
450 Vehicular Equipment					
460 Operating Equipment			5,400		
SUBTOTAL CAPITAL OUTLAY	3,095		5,400		
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	22,633	48,000	98,000	100,000	100,000
540 Other	394,972				
SUBTOTAL OTHER	417,605	48,000	98,000	100,000	100,000
TOTAL	907,364	583,550	619,020	639,160	641,700

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE

These activities are administered by the Purchasing Division of the Department of Finance as financially self-sustaining operations. The goal of these activities is to promptly provide all departments with office supplies, duplicating services, mailroom service, photocopying and microfilming services at the most economical cost possible. These activities are also responsible for accurately billing individual divisions for appropriate telephone services, photocopying machine usage, and for producing employee photo identification cards.

POSITION TITLE	POSITIONS				1992			
	1990 RVSD	1991 RVSD	1992 ADOPTED	EMPLOYMENT RANGE	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
Micrographics Supervisor	1	1	1	625	30,720	30,720	31,790	31,790
Administrative Aide III	1	1	1	625	30,720	30,720	31,790	31,790
Print Shop Supervisor	1	1	1	624	29,250	26,110	27,020	27,020
Printing Press Operator II	1	1	1	620	24,200	24,200	25,050	25,050
Printing Press Operator I	1	1	1	619	23,110	14,220	19,590	19,590
Clerk II	1	1	1	615	16,990	16,960	17,560	17,560
Typist Clerk	1	1	1	614	18,520	18,510	19,160	19,160
Subtotal	7	7	7		173,510	161,440	171,960	171,960
ADD: Longevity					1,580	1,570	1,720	1,720
TOTAL	7	7	7		175,090	163,010	173,680	173,680

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
ACTIVITY: 03 - PURCHASING SERVICES
SUBACTIVITY: 01 - STORES

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	40,672	48,130	48,170	49,890	49,890
120 Special Salaries	5,036				
130 Overtime	70				
140 Employee Benefits	12,418	13,250	13,270	14,410	14,410
SUBTOTAL PERSONAL SERVICES	58,196	61,380	61,440	64,300	64,300
210 Utilities					
220 Communications	1,335	1,340	1,340	1,340	1,370
230 Transportation and Training	34	40	40	40	40
240 Insurance					
250 Professional Fees					
260 Data Processing	4,476	4,480	4,480	4,480	4,660
270 Equipment Contractuals	1,929	740	740	740	740
280 Building and Grounds Contractuals					
290 Other Contractuals	18,825	18,920	18,920	18,920	18,920
SUBTOTAL CONTRACTUAL SERVICES	26,599	25,520	25,520	25,520	25,730
310 Office Supplies	900	2,720	2,720	2,720	2,720
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	42	370	370	370	370
350 Materials					
360 Equipment Supplies	77				
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities	40				
SUBTOTAL COMMODITIES	1,059	3,090	3,090	3,090	3,090
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses			50,000	50,000	50,000
540 Other	394,962				
SUBTOTAL OTHER	394,962		50,000	50,000	50,000
TOTAL	480,816	89,990	140,050	142,910	143,120

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
ACTIVITY: 03 - PURCHASING SERVICES
SUBACTIVITY: 02 - PRINT SHOP

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	65,556	77,140	64,920	72,090	72,090
120 Special Salaries	9,649				
130 Overtime	1,742				
140 Employee Benefits	22,566	20,890	18,410	21,060	21,060
SUBTOTAL PERSONAL SERVICES	99,513	98,030	83,330	93,150	93,150
210 Utilities					
220 Communications	224	530	530	230	240
230 Transportation and Training					
240 Insurance					
250 Professional Fees	170				
260 Data Processing					
270 Equipment Contractuals	24,853	36,820	36,820	37,450	37,450
280 Building and Grounds Contractuals					
290 Other Contractuals					
SUBTOTAL CONTRACTUAL SERVICES	25,247	37,350	37,350	37,680	37,690
310 Office Supplies	3,020	50	50	50	50
320 Clothing and Towels	71	70	70	70	70
330 Chemicals	1,526	2,500	2,500	2,500	2,500
340 Equipment Parts	2,795	6,500	6,500	7,150	7,150
350 Materials					
360 Equipment Supplies	73,462	75,000	69,600	75,000	76,500
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities		30	30	30	30
SUBTOTAL COMMODITIES	80,874	84,150	78,750	84,800	86,300
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment	795				
450 Vehicular Equipment					
460 Operating Equipment			5,400		
SUBTOTAL CAPITAL OUTLAY	795		5,400		
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other	10				
SUBTOTAL OTHER	10				
TOTAL	206,439	219,530	204,830	215,630	217,140

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
ACTIVITY: 03 - PURCHASING SERVICES
SUBACTIVITY: 03 - MICROGRAPHICS

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries	41,984	49,820	49,920	51,700	51,700
120 Special Salaries	6,303				
130 Overtime					
140 Employee Benefits	13,962	13,610	13,620	14,770	14,770
SUBTOTAL PERSONAL SERVICES	62,249	63,430	63,540	66,470	66,470
210 Utilities					
220 Communications	464	460	460	460	470
230 Transportation and Training					
240 Insurance					
250 Professional Fees					
260 Data Processing					
270 Equipment Contractuals	42	820	820	820	820
280 Building and Grounds Contractuals					
290 Other Contractuals	1,060	1,060	1,060	1,060	1,060
SUBTOTAL CONTRACTUAL SERVICES	1,566	2,340	2,340	2,340	2,350
310 Office Supplies	320	300	300	300	300
320 Clothing and Towels					
330 Chemicals	880	780	780	780	780
340 Equipment Parts	2,504	4,500	4,500	4,500	4,500
350 Materials					
360 Equipment Supplies	5,226	7,320	7,320	7,320	7,470
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities	30	30	30	30	30
SUBTOTAL COMMODITIES	8,960	12,930	12,930	12,930	13,080
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	22,633	48,000	48,000	50,000	50,000
540 Other					
SUBTOTAL OTHER	22,633	48,000	48,000	50,000	50,000
TOTAL	95,408	126,700	126,810	131,740	131,900

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 625 - STATIONERY STORES
DEPARTMENT: 03 - FINANCE
DIVISION: 03 - MANAGEMENT SERVICES
ACTIVITY: 03 - PURCHASING SERVICES
SUBACTIVITY: 04 - COPIERS

	1990 ACTUAL	1991 ADOPTED	1991 REVISED	1992 ADOPTED	1993 ESTIMATED
110 Regular Salaries					
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES					
210 Utilities					
220 Communications					
230 Transportation and Training					
240 Insurance					
250 Professional Fees					
260 Data Processing					
270 Equipment Contractuals	100,493	116,050	116,050	116,050	116,050
280 Building and Grounds Contractuals					
290 Other Contractuals					
SUBTOTAL CONTRACTUAL SERVICES	100,493	116,050	116,050	116,050	116,050
310 Office Supplies					
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts	136				
350 Materials					
360 Equipment Supplies	21,772	31,280	31,280	32,830	33,490
370 Building Parts					
380 Non-Capitalizable Equipment					
390 Other Commodities					
SUBTOTAL COMMODITIES	21,908	31,280	31,280	32,830	33,490
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment	2,300				
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY	2,300				
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER					
TOTAL	124,701	147,330	147,330	148,880	149,540

NOTES

CITY OF WICHITA 1992/93 ANNUAL BUDGET

FUND: 710 - EMPLOYEES' RETIREMENT SYSTEM
 DEPARTMENT: 03 - FINANCE
 DIVISION: 80 - MISCELLANEOUS ACTIVITIES
 SECTION: 07 - EMPLOYEES' RETIREMENT

The information provided represents the budgetary presentation for the annual operation of the Wichita Employees' Retirement System. It is not an actuarial presentation.

	1990 ACTUAL	1991 ESTIMATED	1991 REVISED	1992 ESTIMATED	1993 ESTIMATED
110 Regular Salaries	7,395,577	9,000,000	9,000,000	9,000,000	10,000,000
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES	7,395,577	9,000,000	9,000,000	9,000,000	10,000,000
210 Utilities					
220 Communications	2,512	4,000	4,000	4,250	4,250
230 Transportation and Training	3,137	5,000	5,000	5,000	5,000
240 Insurance					
250 Professional Fees	533,203	700,000	700,000	700,000	750,000
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals	63,305	63,240	63,240	63,340	63,340
SUBTOTAL CONTRACTUAL SERVICES	602,157	772,240	772,240	772,590	822,590
310 Office Supplies	1,677	2,000	2,000	2,250	2,250
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment	218				
390 Other Commodities	741				
SUBTOTAL COMMODITIES	2,636	2,000	2,000	2,250	2,250
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	420,571	700,000	700,000	500,000	500,000
540 Other					
SUBTOTAL OTHER	420,571	700,000	700,000	500,000	500,000
TOTAL	8,420,941	10,474,240	10,474,240	10,274,840	11,324,840

CITY OF WICHITA 1992 / 93 ANNUAL BUDGET

FUND: 711 - POLICE & FIRE RETIREMENT SYSTEM
 DEPARTMENT: 03 - FINANCE
 DIVISION: 80 - MISCELLANEOUS ACTIVITIES
 SECTION: 08 - POLICE & FIRE RETIREMENT

The information provided represents the budgetary presentation for the annual operation of the Police and Fire Retirement System. It is not an actuarial presentation.

	1990 ACTUAL	1991 ESTIMATED	1991 REVISED	1992 ESTIMATED	1993 ESTIMATED
110 Regular Salaries	7,556,409	9,000,000	9,000,000	9,000,000	10,000,000
120 Special Salaries					
130 Overtime					
140 Employee Benefits					
SUBTOTAL PERSONAL SERVICES	7,556,409	9,000,000	9,000,000	9,000,000	10,000,000
210 Utilities					
220 Communications	2,162	4,000	4,000	4,250	4,250
230 Transportation and Training	4,395	5,000	5,000	5,000	5,000
240 Insurance					
250 Professional Fees	720,550	700,000	700,000	700,000	775,000
260 Data Processing					
270 Equipment Contractuals					
280 Building and Grounds Contractuals					
290 Other Contractuals	64,810	64,960	64,960	65,060	65,060
SUBTOTAL CONTRACTUAL SERVICES	791,917	773,960	773,960	774,310	849,310
310 Office Supplies	1,356	1,500	1,500	1,750	1,750
320 Clothing and Towels					
330 Chemicals					
340 Equipment Parts					
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment	218				
390 Other Commodities	452				
SUBTOTAL COMMODITIES	2,026	1,500	1,500	1,750	1,750
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment					
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY					
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses	285,001	250,000	250,000	200,000	200,000
540 Other					
SUBTOTAL OTHER	285,001	250,000	250,000	200,000	200,000
TOTAL	8,635,353	10,025,460	10,025,460	9,976,060	11,051,060

CITY OF WICHITA 1992/93 ANNUAL BUDGET

MULTI-YEAR FUND OVERVIEW - UNEMPLOYMENT CLAIMS

FUND NO.: 714

This fund provides for payment of unemployment insurance claims.

	1990 ACTUAL	1991 ESTIMATED	1991 REVISED	1992 ESTIMATED	1993 ESTIMATED
Budget revenues:					
Interest earnings	\$0	\$0	\$0	\$0	\$0
Charges for services	0	0	0	0	0
Employer contribution	220,825	240,000	240,000	210,480	224,340
Total budget revenues	220,825	240,000	240,000	210,480	224,340
Budgeted expenditures:					
Claims	192,819	240,000	240,000	220,000	220,000
Other	0	0	0	0	0
Total budgeted expenditures	192,819	240,000	240,000	220,000	220,000
Budgeted income (loss)	28,006	0	0	480	4,340
Unencumbered cash/fund balance January 1	28,519	0	56,525	56,525	57,005
Unencumbered cash/fund balance December 31	\$56,525	\$0	\$56,525	\$57,005	\$61,345